

AGENDA

UNIFORM ELECTRONIC LOCAL RETURN AND REMITTANCE ADVISORY COMMITTEE MEETING

April 5, 2005

Thursday, April 5
10:00 a.m.

Club House
Country Club of Louisiana
Baton, Rouge, La

1. Public Meeting Law Requirements
 - a. When does the agenda need to be set
 - b. Voting for items on the agenda vs. not on the agenda
 - c. Are all meetings open to the public?
 - d. Do minutes have to be published – where?
 - e. Public comment
 - f. Expense reports for Committee members
 2. Appoint a secretary and any other appointments
 3. Legislation
 - a. Continued funding
 - b. Extension of operative date (currently January 1, 2005)
 4. Fix meeting dates (bi-monthly, monthly, or semi-monthly?)
 5. Review/pass Mission Statement
 6. Online software: Does the DOR intend on developing In-house or subcontracting to an outside vendor?
 7. Discuss a timeline for the following expected accomplishments:
 - a. Bring in “experts”
 - i. Computer software (DOR, Outside vendors)
 - ii. Banking Industry (ACH)
 - iii. Bus. & Ind. Expectations
 - iv. CPA’s expectations
 - v. Local Collectors’ expectations
 - b. Develop Local Collector Survey
 - i. Tax rate, interest & penalty
 - ii. Exemption & exclusions
 - iii. Internet access
 - iv. Banking Issues
 - c. Deploy survey (90 day window to respond)
 - d. RFP for software
 - e. Develop a validation procedure between collectors and the Advisory Committee
 8. Sales tax matrix – discuss local vision
 9. Discuss option of taxpayers to file Occupancy tax via URR
 10. Open floor for public comment
 11. Set agenda for next meeting
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